

Workshop overview

- Managing the process
 - definition of a project and the project life cycle
 - project parameters of time, cost and quality
 - roles and responsibilities within a project
 - why projects fail and overcoming the barriers to success
 - defining successful project outcomes
 - importance of good planning and common project planning tools
 - PERT
 - Critical Path Analysis
 - change control process
 - project implementation
 - project reviews and learning from success and mistakes

- Managing the People
 - roles and responsibilities of a project leader
 - setting clear objectives
 - the delegation process
 - managing the project / line conflict

Related workshops

People who have attended this workshop have also benefited from attending:

**Motivation and Leadership
How to Create an Effective Team**

Workshop details

£240 plus VAT

One day workshop, small group size of eight maximum. Individual and group exercises with feedback.

Practical Project Management

Research has shown that 80% of all projects are deemed failures by those involved

Who for?

The tools and techniques for successful project management are equally as applicable to managing many of the tasks we face on a daily basis. Anyone involved in the smooth running of a business will benefit from this workshop.

Why do it?

Understanding why projects fail is the key to making them successful. In most cases projects fail for the same reasons as anything fails; confusion or lack of clarity over what has to be achieved within the agreed time, cost and quality parameters, poor planning, communication breakdown, poor teamwork and ineffective leadership.

What do I get?

Full workshop documentation.
Robust tools for managing your next project.
An opportunity to practise project planning.

Ways to book

- 1 - Download, complete and send back the booking form
- 2 - Send an email to: info@forthorstedtrainingacademy.co.uk
- 3 - Simply ring 01634 823205

Full terms and conditions can be found at www.forthorstedtrainingacademy.co.uk

